



CITY OF
ENCINITAS

Development Services Department
505 S. Vulcan Ave., Encinitas, CA 92024
Phone: 760-633-2708
Email: permits@encinitasca.gov

SHORT-TERM RENTAL PERMIT APPLICATION

Owner(s), agent(s), and the 24/7 local contact person are required to review the City of Encinitas [Chapter 9.38 Short-term Rental Municipal Code](#) regulations. Failure to comply with the regulations may result in Code Enforcement action(s) against the unit, which includes, and is not limited to: fines, suspension, and/or revocation of the Short-term Rental Permit.

The associated application submittal items can be found on the [Short-term Rentals Fees and Information](#) sheet.

Short-term Rental Property Address: _____ APN: _____

Short-term Rental Location: Whole-house Portion of House Other (excludes ADU)

No. of Bedroom(s) in the Short-term Rental: _____ Dedicated No. of Parking Space(s): _____

Hosted Unit (Owner-occupied/immediately adjacent to lot during rental period) (Y/N): _____

Non-Hosted Unit (No on-site/adjacent occupancy during the rental period) (Y/N): _____

No. of Fire Extinguishers: _____ No. of Smoke Alarms: _____ No. of Carbon Monoxide Alarms: _____

Advertisement(s) (List all that apply): _____

CONTACT INFORMATION

(Attach additional pages if needed.)

Legal Name of Owner(s): _____

Address: _____

City/State/ZIP: _____

Phone: _____ Email: _____ 24/7 Contact Person? Yes No

Legal Name of Agent(s): _____

Address: _____

City/State/ZIP: _____

Phone: _____ Email: _____ 24/7 Contact Person? Yes No

Legal Name of 24/7 Local Contact Person: _____

Address: _____

City/State/ZIP: _____

Phone: _____ Email: _____

SIGNATURE AND AFFIDAVITS

Under penalty of perjury, I hereby attest and acknowledge:

All of the information contained in the short-term rental permit application and its associated documents is true and correct.

All owner(s)/agent(s), and the designated local contact person are familiar with the requirements of Encinitas Municipal Code (EMC) Chapter 9.38 and are responsible for ensuring compliance with EMC Chapter 9.38. Failure to comply with EMC Chapter 9.38 and all applicable provisions of the Encinitas Municipal Code may result in suspension and/or revocation of a short-term rental permit.

Any false statements or information provided in the application are grounds for denial of a short-term rental permit, or if the permit has already been issued by the City, revocation and/or imposition of penalties, as outlined within EMC Chapter 9.38.

I will agree to defend, indemnify, release and hold harmless the City of Encinitas, its City Council, boards, commissions, officers, agents, and employees from and against any and all claims, demands, obligations, damages, actions, causes of action, suits, losses, judgments, fines, penalties, liabilities, costs and expenses (including, without limitation, attorneys' fees, disbursements and court costs) of every kind and nature whatsoever which may arise from or in any manner relate (directly or indirectly) to the Permit issued by the City for the Short-term Rental. This indemnification shall include, but is not limited to, damages awarded against the City, any costs of suit, attorneys' fees, and other expenses incurred in connection with such claim, action or proceeding whether incurred by the Short-term Rental, the City, and/or the parties initiating or bringing such proceeding, as identified within the Chapter 9.38.

By checking this box, I certify under penalty of perjury that all acknowledgments associated with this application and documents submitted are correct and true. If acting as an authorized agent, attach a signed and dated letter of authorization from the business owner.

By checking this box, I verify that I have reviewed and understand the fire code requirements on the [Short-Term Rental Sample Site Plan & Floor Plan](#) regarding the placement of fire extinguishers, smoke detectors, and carbon monoxide detectors and the property is compliant with these requirements.

Signature

Date

Please Print or Type Signatory's Name and Title (if applicable)